

**REPAIRS TO SIDING & MISC. EXTERIOR ITEMS AT
KENNEBUNKPORT VILLAGE FIRE STATION**

Notice and Specifications

Sealed bids for **Repairs To Siding & Misc. Exterior Items at the Kennebunkport Village Fire Station**, located at 32 North Street, Kennebunkport, as detailed herein, will be received at Kennebunkport Town Hall, 6 Elm Street, P.O. Box 566, Kennebunkport, Maine 04046 until 10:00am, Thursday, August 20, 2015, at which time they will be publicly opened and read. Bids may also be hand delivered to Town Hall, 6 Elm Street, Kennebunkport.

Bids shall be submitted on the attached forms and returned in sealed envelopes plainly marked on the outside "Attention Fire Chief Allan Moir: Repairs at Kennebunkport Village Fire Station". All bids shall be held open to acceptance for thirty (30) days from opening. Questions regarding the bid process may be directed to Jennifer Lord at Kennebunkport Town Office, 207-967-4243, Ext. 108.

Those submitting bids are encouraged to view the job site by appointment with Dick Stedman, Fire Administrator; telephone number: 207-967-2114, between 8am and 4pm, Monday – Friday, but bid submitters are solely responsible for determining the quantity of materials needed to complete the specified work.

All bidders are advised that the firm selected must provide evidence to the Town Manager that it has both Public and Automobile Liability insurance coverage in the amount of not less than \$400,000 combined single limit for bodily or personal injury, death and property damage, protecting the contractor and naming the Town as an additional insured from such claims, and Workers' Compensation Insurance, as required by Maine law. The successful bidder shall furnish and thereafter maintain certificates evidencing such coverage, which shall guarantee thirty (30) days notice of termination from insurance company or agent. The Town disclaims any and all responsibility for injury to vendors, their agents, their subcontractors, if any, or to others while examining the job sites or at any other time.

Any item of material, equipment, tools or labor not mentioned in the Specifications but which is required to complete the work as specified, shall be included in the bidder's submitted price.

Any and all waste materials shall be removed from the site and the areas left clean daily, as well as upon completion of the work. Any and all fees and/or permits, if applicable, are to be part of the amount being bid for the work. Any equipment or building structure damaged by the vendor or those in his employ shall be repaired or replaced to the satisfaction of the Town.

Materials and equipment purchased for permanent installation for the project are exempt from the State's Sales and Use Tax and from all Federal Excise tax.

The contracted firm agrees not to assign or subcontract any of the work or obligations required of him under the ensuing agreement unless he first obtains the written consent of the Town Manager, or designee.

The Town reserves the right to terminate any contract immediately for cause. The Town further reserves the right to terminate any contract for convenience upon fourteen days (14) prior written notice to the subcontracted firm.

The Town reserves the right to waive any informalities in bids, to accept any bid or portions thereof (bidders are advised to note this and quote accordingly) and to reject any or all bids should it be deemed for the best interest of the Town to do so. The Town reserves the right to substantiate the bidder's qualifications, capability to perform, availability, past performance record and to verify that the bidder is current in its obligations to the Town, as follows:

Pursuant to Town procurement policy, the Town does not contract with businesses or individuals who are delinquent in their financial obligations to the Town. These obligations may include but are not limited to real estate and personal property taxes and sewer user fees. Bidders who are delinquent in their financial obligations to the Town must do one of the following: bring the obligation current, negotiate a payment plan with the Town, or agree to an offset which shall be established by the contract which shall be issued to the successful bidder.

SCOPE OF WORK

Perform the following repairs:

West side of the building (near the emergency generator):

- Replace all fasciae and trim boards that need to be replaced with PVC trim boards painted with solid stain to match current color.
- The upper roof on main building fascia boards: 1x4 and 1x8 approximately 32 feet in length
- Door trim and casing: Replace exterior casing
- Kitchen window trim: Replace exterior trim
- Where the meeting room roof and the kitchen wall meet, the flashing needs to be redone and the siding needs to be removed to make sure there is no water damage to wall. Reside, flash and stain the siding on all sides to match existing siding.
- Install a rain deflector on roof to keep the rain water from running down the kitchen wall and entrance door.

West side of the meeting room:

- Replace fascia boards 1x4 and 1x8 the whole length of building approximately 50 feet
- Replace any broken clapboards and re-nail where necessary on the west side of the meeting room.

South side of meeting room, main entrance to meeting room:

- Replace fascia boards on the south side 1x4 and 1x8 approximately 30 feet and 14 feet of fascia on the porch.

- Replace the two post bases on the main entrance to the meeting room.

The upper roof on west side main building fascia boards:

- 1x4 and 1x8 approximately 32 feet in length

South side between the bay doors for Brush Truck 15 and Engine 12:

- Replace the two broken clapboards, with new clapboards stained on all sides.

East side wall of the main building:

- Replace the fascia boards, 1x4 and 1x8 approximately 86 feet.
- Door trim and casing: Replace exterior casing.
- Install a rain deflector on roof to keep the rain water from running onto the walkway in front of the door

Paint/stain the entire building to match the present building color.

- Prep as necessary (including washing, removing any loose or flaking paint, killing areas of mold, treating any rusty areas, and caulking as required).
- Apply two coats of stain and/or paint to siding, trim and doors.
- Paint and stain will be Sherwin-Williams WoodScapes stain or Resilience paint or equal.
- All boards including the PVC trim boards that are replaced shall be painted with solid stain (to match the building) on all sides before they are installed.

General Provisions:

- Clean-up and disposal of all debris is the responsibility of the contractor.
- Firefighters may need to access the station at various times with no notice. Prior arrangement must be made with the Kennebunkport Fire Department to determine times when work may prevent firefighters and fire apparatus from entering or exiting the station.
- The safety of the public and Town employees is of prime concern to the Town, and all costs associated are the responsibility of the vendor.
- The contracted firm shall be fully responsible to the Town for the acts and omissions of persons directly employed or of any subcontractor.
- Bids must be received by August 20, 2015. Work should be completed by December, 2015. Contractor may provide an alternate completion date.



PROPOSAL

NOTE: THESE PAGES ARE TO BE COMPLETED AND RETURNED

The UNDERSIGNED hereby declares that he/she or they are the only person(s), firm or corporation interested in this proposal as principal, which it is made without any connection with any other person(s), firm or corporation submitting a proposal for the same.

The UNDERSIGNED hereby declares that they have read and understand all conditions as outlined in the Request for Proposals, and that the proposal is made in accordance with same.

The UNDERSIGNED hereby declares that any person(s) employed by the Town of Kennebunkport, Maine, who has direct or indirect personal or financial interest in this proposal or in any portion of the profits which may be derived there from has been identified and the interest disclosed by separate attachment. (Please include in your disclosure any interest which you know of. An example of a direct interest would be a Town employee who would be paid to perform services under this proposal. An example of an indirect interest would be a Town employee who is related to any officers, employees, principal or shareholders of your firm or to you. If in doubt as to status or interest, please disclose to the extent known).

COMPANY NAME: _____
(Individual, Partnership, Corporation, Joint Venture)

PRINT NAME & TITLE: _____
(Officer, Authorized Individual or Owner)

ADDRESS: _____

TELEPHONE: _____ FAX: _____

FEDERAL TAX I.D. NUMBER: _____

STATE OF INCORPORATION _____ (If incorporated in another State, businesses must be authorized to do business in the State of Maine.

PROPOSAL

The undersigned having examined the attached document does hereby propose and offer to enter into a contract to supply all the materials, tools, equipment and labor required to perform and construct the whole of the work in strict accordance with the terms and conditions of this contract at the price stated in the following Proposal:

LUMP SUM PRICE – REPAIRS AS DESCRIBED ABOVE: _____

DATE WHEN WORK CAN BEGIN: _____

TIME FOR COMPLETION: _____

WARRANTY OF LABOR: _____

AUTHORIZED SIGNATURE: _____ **DATE:** _____

PRINT NAME: _____

PROPOSAL MUST BE SIGNED AND DATED TO BE VALID